LEEP 2026

LATERAL ENTRY ENGINEERING PROCESS

LEEP-2026

INFORMATION BOOKLET

ACADEMIC SESSION: 2026-27

CEG

CENTRE FOR ELECTRONIC GOVERNANCE

1st Floor, IT Development and E-Governance Building,
Jhalana Doongri, Jaipur-302004

Definitions

1	"Academic Year" means academic activities of the concerned affiliating University/ Board/Technical Institution in a Year (Odd Semester followed by Even Semester).
2	"Applicant" is the one who registers for an application related to the admission process.
3	"Approval Process Handbook (APH)" is a Handbook published by AICTE, prescribing norms and procedures for processing of applications submitted for grant of various approvals from time to time.
4	"Approved Intake" means the maximum number of students that can be admitted in a Course (excluding the Supernumerary Seats) as approved by the AICTE.
5	"Constituent College" means an Institution/ Department/ College/ School which forms a Part of the University.
6	"Convenor" means the controller of the entire centralised admission process for B.E./B.Tech & B.Arch, Lateral entry B.E./ B. Tech, Non-Engineering, Lateral entry Non-Engineering, MBA and MCA for the academic year 2026-27
7	"Course" means one of the branches of learning in a Programme such as Civil Engineering, Mechanical Engineering, etc.
8	"EoA" means Extension of Approval granted by AICTE for the conduct of Technical Programme(s)/ Course(s) to an Institution for that Academic Year.
9	"Government Institution" means Technical Institution established and/ or fully maintained by the Government.
10	"Head of the Institution" means the Vice-Chancellor in case of a University or an Institution Deemed to be University, the Principal/Director/such other designation as the Administrative Head of the Institution of the Technical Institution referred.
11	"HTE" means Higher and Technical Education, Government of Rajasthan
12	"KM"/"Kashmiri Migrant" means any Hindu individual living (domicile) in Kashmir valley or migrant from Kashmir.
13	"Programme" means the field of Technical Education, i.e. Engineering & Technology and Architecture.
14	"LEEP" means Rajasthan Engineering Admission Process for the admission in B.E./B.Tech, B. Architecture and B. Plan course.
15	"Supernumerary seats" means Intake over and above the "Approved Intake" which includes TFW, OCI/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries, Lateral Entry, PwD, Kashmiri Migrants and PM-USPY seats notified from time to time and for working professionals.
16	"Total Approved Intake" includes Intake approved in all the Programme(s)/Course(s) of an Institution.
17	"CAP" means Centralised Admission Process for different courses B.E./B. Tech & B. Arch, B. Plan, Lateral entry B.E./ B. Tech, Non-Engineering, Lateral entry Non-Engineering, MBA and MCA for the academic year 2026-27.

LATERAL ENTRY IN ENGINEERING PROGRAM (LEEP)

FOR ADMISSION IN SECOND YEAR OF B.E/B.TECH/B.PLAN COURSES SESSION 2026-2027

Following general instructions and procedures for Centralised Admission Process (CAP)-2026 are circulated by virtue of powers entrusted through letter No. F20(1)(1) T.E./2011-part-01696 Jaipur dated 16 January 2026 of Technical Education Department, Government of Rajasthan, Jaipur**.**

General Instructions

The candidates are advised to establish their eligibility carefully before applying for the LEEP-2026. LEEP-2026 will not be responsible for any loss/ damage occurred due to the wrong information provided by the candidate. The candidate would be solely responsible for the consequences or any damage/ loss/ harm which occur due to wrong or erroneous facts/ data/ information given by him/her.

1. ELIGIBILITY OF ADMISSIONS: -

A. Eligibility criterion for admission in second year of B.E./B.Tech. is:

Passed Minimum Three years / Two years (Lateral Entry) Diploma examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) in ANY branch of Engineering and Technology.

OR

Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% marks in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject.

OR

Passed B.Voc/3-year D.Voc. Stream in the same or allied sector. (The Universities will offer suitable bridge courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme)

(Refer point VIII of 8.2 of AICTE process handbook 2024-25 to 2026-27)

The marks obtained to award the division in Diploma/Degree will be considered for deciding the eligibility and respective merit.

B. Eligibility criterion for admission in second year of B. Plan is:

Passed Minimum 3-years / 2-years (Lateral Entry) Diploma examination in a Programme with at least 45% marks (40%marks in case of candidates belonging to reserved category) in appropriate Programme*.

* As per the programme specified by the concerned university

Note:-

i. *The 3 Years Diploma courses conducted by AICTE approved institutions / UGC approved Universities will only be eligible for lateral entry and names of such institutions must be available in the list of AICTE approved institutions/ UGC approved universities on the AICTE / UGC website.*

ii. *If Diploma is awarded under MECS / CBCS scheme of Board of Technical Education Rajasthan, Jodhpur, then only the aggregate CPI (used to award division) / CGPA will be considered for eligibility.*

2. MODES, ROUNDS & BUSINESS RULES FOR SEAT ALLOCATION OF LEEP 2026:

Following are the modes and rounds in admissions process of LEEP-2026:

Mode	Round	Admissions process details of the round
Centralized	1st	Counselling for KM, persons with special abilities, Ex Servicemen dependent of Rajasthan Domicile
	2nd	Upward Movement of 1st round
	3rd	Main and TFWS Counselling
	4th	Upward Movement for Main and TFWS Counselling
Institute Level	5th	Internal Sliding
	6th	Direct Admissions on Vacant Seats (at institute level)

Note: For Centralised round, the vacant seats after each programmatic allotment pass will be merged in their appropriate vertical/ horizontal reservation category seats.

3. RANK AND PRIORITY: -

The percentage[1] obtained to award the division in qualifying examination will be considered for deciding the respective merit.

[1] In case of CGPA, the percentage will be calculated in the following manner:

a) Applicant pass out from Board of Technical Education Rajasthan (BTER): % = (10 x CGPA obtained – 5)

b) Applicant pass out from other state diploma: % = (CGPA obtained x 9.5)

Admission to the candidates will be given as per the following order of preference: -

S. No.	Basis of admission	Priority
1	Candidates under Category-A as per the sports quota policy and priorities of admission as per S. No. 2/3/5/7	**1st**
2	Candidates passed Diploma from Board of Technical Education, Rajasthan, Jodhpur	**2nd**

3	Bona-fide residents of Rajasthan (on submission of Certificate from competent authority) passed diploma from AICTE approved institutions (not covered in priority 2nd)	**3rd**
4	Non-Bona-fide residents of Rajasthan, passed diploma from AICTE approved institutions (not covered in priority 2nd)	**4th**
5	Bona-fide residents of Rajasthan (on submission of Certificate from competent authority) passed B.Sc. from UGC approved Universities with mathematics as a subject in 10+2.	**5th**
6	Non-Bona-fide residents of Rajasthan passed B.Sc. from UGC approved Universities with mathematics as a subject in 10+2.	**6th**
7	Bona-fide residents of Rajasthan (on submission of Certificate from competent authority) B.Voc/3-year D.Voc. Stream in the same or allied sector.	**7th**
8	Non-Bona-fide residents of Rajasthan, B.Voc/3-year D.Voc. Stream in the same or allied sector.	**8th**

In case of a Tie between the percentiles/percentage /marks /weighted score of candidates, the higher rank would be assigned to the candidate in the following pattern: -

Candidate having higher age will be given higher merit/ rank thereafter the candidate who has applied earlier will be given higher merit/ rank.

4. SEAT MATRIX, RESERVATIONS, SUPERNUMEARY SEATS AND QUOTA:

1.RESERVATIONS

(For all Autonomous/State Technical Institutes of Government of Rajasthan, Government Universities, Private Technical Institutes)

(A) VERTICAL RESERVATIONS:

As prescribed by the Government of Rajasthan and order No. एफ 1(6)त.शि./2021 dated 03 Feb, 2021 received from the Secretary, Department of Technical Education the reservation on all types of state seats (excluding the various quota and supernumerary seats) in autonomous colleges of Government of Rajasthan, running technical course, Government universities and private technical institutes (except management quota) will be made subject to the prevalent statutory provisions of the State of Rajasthan viz. 16% for SC candidates, 12% for ST candidates, 21% for candidates belonging to non-creamy layer OBC category[1], 10% for Economical weaker section (EWS) candidates[2] and 5% for candidates belonging to non-creamy layer MBC category[3].

1. As per the state government department of personnel notification no. F7 (8) DOP/A-2/2008 dated 19.02.2019, the limit of non-creamy layer has been raised and substituted as "rupees eight lakh".

2. As per the state government department of personnel notification no.F.7(1) DOP/A-II/2019 dated 22.02.2019.

3. As per the state government order by DOP dated 08/03/2019.

(B) HORIZONTAL RESERVATIONS:

Tribal Sub Plan:

As per the state government order no. F1(6)/Tech.Edu. /1999 Jaipur Dated 04-07-2016, the 45% seats of prescribed 12% ST quota will be reserved for TSP candidates in all institutes where ST reservation is available. The candidates who belong to notified TSP areas and come under ST reservation will be eligible under this quota.

Provision will also be made for horizontal reservation of:

a. 30% for women in their respective reservation categories.

b. 5% for candidates belonging to persons with special ability (PwD),

c. 3% for dependents of Ex-servicemen category. (50% of the reserved seats in this category are marked for the girls)**.**

Priority of the dependents of defence person/Ex-Servicemen is as follows:

Code	Category
EXS1	Widows/ wards of killed in action.
EXS2	Wards of Disabled in action and boarded out from service.
EXS3	Widows/ Wards of Defence personnel who died while in service with death attributable to military service.
EXS4	Wards of disabled in service and boarded out with disability attributable to military service.
EXS5	Wards of Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards. i) Paramvir Chakra ii) Ashok Chakra iii) MahaVir Chakra iv) Kirti Chakra v)Vir Chakra
EXS6	Wards of Ex-Servicemen.
EXS7	Wives of defence personnel i) Disabled in action and boarded out from service. ii) Disabled in service and boarded out with disability attributable to military service. iii) Ex-Servicemen and serving personnel who are in receipt of Gallantry Awards.
EXS8	Wards of Serving Personnel.
EXS9	Wives of Serving Personnel.

2. SUPERNUMERARY SEATS

(A) KM: -

As per the order/file No. AICTE/P& AP/Misc /2020/ of AICTE dated 06/10/2020 **additional 5% of AICTE approved intake capacity per course/ branch** (over and above sanctioned seats) will be reserved for Kashmiri Pandits / Kashmiri Hindu Families (non-migrants) and Kashmiri migrants.

(B) TFWS (Except B. Architecture courses): -

Requirements and Eligibility:

• Sons/ Daughters of parents whose annual income from all sources does not exceed ₹. 8.00 Lakh.

• The waiver is limited to the tuition fee as approved by the State Level Fee Committee for self-

financing institutions and by the Government for Government/ Government aided Institutions. All other fee except tuition fees shall have to be paid by the beneficiary.

Admission Procedure TFWS

- Under this Scheme, up to a **maximum of 5% of "Approved Intake"** per course shall be available for this admission. These seats shall be supernumerary in nature. These supernumerary seats shall be available only to such Course(s) in an institution, where a minimum of 50% of ***"Approved Intake"*** are filled up in last academic year.
- In the event of non-availability of students in this category, the same **shall not be** given to any other category of candidates.
- The State Admission Authority shall make provision to apply under this category; make a separate rank list for this category and effect admission on the basis of the rank list so generated.
- The Institutions shall publish in their brochure and Website the details of this scheme.
- Competent Authority for admission shall submit a separate list of the students admitted under this category to the Institution to which they are admitted for compliance.
- An allotment letter in this respect shall be issued online by the competent authority for admission to each beneficiary student admitted under this scheme and he/ she shall not be allowed to change the finally allotted Institution/ Course under this scheme under any circumstances.

(C) Foreign Nationals/ Overseas Citizen of India (OCI)/Children of Indian Workers in Gulf Countries: -

It is proposed to approve the participation of candidates from Foreign Nationals/Overseas Citizens of India (OCI)/Children of Indian workers in Gulf Countries are allowed to participate in CAP as per AICTE norms and directions from State Government.

Fifteen percent (15%) supernumerary seats over and above the "Approved Intake" per course shall be approved by AICTE.

Fee and Admission (as per AICTE):

- Fifteen percent (15%) supernumerary seats over and above the "Approved Intake" per course shall be approved by AICTE approved Institutions and University Departments, for admitting students from Foreign Nationals/ Overseas Citizens of India/ Children of Indian workers in the Gulf Countries.
- One-third (1/3) of these 15% seats shall be reserved for the children of Indian workers in the Gulf Countries.
- The concerned State Government/ UT shall notify the tuition and other fee for candidates admitted under Foreign Nationals/ OCI seats. The children of Indian workers in the Gulf Countries shall be treated as par with resident Citizens if admitted to seats reserved for them i.e. One-third (1/3) of 15% supernumerary seats. The Fee prescribed for NRI seats shall not be applicable to this admission.

  Admission to these seats shall be made on merit basis among applicants of these categories

3. QUOTA

(A) Working Professional Quota: -

As per AICTE seats (as supernumerary) are provisioned exclusively for Working Professionals in each course at all levels to the interested institutions.

Along with admission eligibility, working Professionals require to meet the following criteria to participate:

1. should be In-service,
2. having working experience of at least 2 years.
3. workplace, should be within 80 km distance from the institution for attending part-time classes. Candidate seeking admission against these seats, has to provide copy of *Working Professionals* documentary proof (valid last month pay certificate, F-16 forms at least for last 2 years)

(B) Management quota: -

Admission against 15% of AICTE approved intake (excluding the supernumerary seats) is allowed under **management seats** in private colleges and will be completed latest by last date specified in CAP schedule as per guidelines issued by Convener LEEP in this regard.

(C) Sports Quota: -

Sports Quota for Rajasthan domicile candidates as per latest **Technical Education Sports Policy of government of Rajasthan. Candidate has to submit undertaking as per prescribed format. (Annexure 4.1)**

Eligibility and priorities of admission against the quota (A, B & C) shall be same as point no. 1 and 3 respectively.

5. APPLICATION CUM REGISTRATION FEE FOR LEEP-2026: -

Application cum registration fees for LEEP-2026 (Lateral Entry to 2nd year BE/ B.Tech courses only):A fee of Rs 885/- (**750/- +18% GST)** against application cum registration fees for LEEP - 2026 each mode of counseling process. Registration fees once deposited will neither refundable nor transferable/adjustable against any other counseling mode including LEEP in future.

Note: - If registration fee transaction is completed successfully but due to technical failure of submission of application form occurs, then registration fee may be refunded in such cases after claiming in the form of chargeback as per bank norms.

6. SCHEDULE OF ACTIVITIES/EVENTS FOR THE LATERAL ENTRY TO 2ND YEAR BE/B.TECH COURSES: -

Schedule of Activities Lateral Entry to 2nd year BE/B. Tech courses are annexed at Annexure (6.1)

7. PROCEDURE FOR FILLING ONLINE APPLICATION CUM REGISTRATION ANDCOLLEGE CHOICE FORM: -

Candidate must read instructions carefully before filling the online application cum registration form.

Step-1: Sub mission of Application cum Registration Form fee.

1. Application cum Registration process is completely online process. Candidates are advised to fill it carefully.
2. Fee for LEEP-2026 application cum registration form (online) is Rs.885/- (Rs. **750/- +18% GST)** (non-refundable /non-transferable).
3. The application form will automatically become active after successful payment of Rs. 885.

Step-2: **Filling of online Application cum registration form and College Choice form.**

1. Candidate must read instructions carefully before filling the online application cum registration form
2. Candidate should keep all required documents including photograph and signature with them for hassle free form filling.
3. Candidate have to upload Photograph and Signature in JPG format and all other requisite documents in PDF format as given below: -
   - I. Scanned image of his/ her Photograph (file size up to100 KB)
   - II. Signature (file size up to50 KB)
   - III. Relevant mark sheets (Diploma/Graduation/others)
   - IV. Different Category certificates (file size up to 150KB for each document).

   (Uploaded photograph and signature should be clear and documents should be legible.)
4. All mandatory entries in online application cum registration form must be filled.
5. Candidates are advised to fill College Choice form after successful completion of application form, the candidate can fill as many choices as available to him/her.
6. The changes are allowed in Online Application cum registration form and College Choice form before final submission i.e. before pressing the "**Submit/Lock**" button on the web portal.
7. After submission of the application form it will not be possible to make further modification through candidate panel in Application Form, however *locked College Choice* can be unlocked through LEEP portal by **paying a charge of Rs. 50/- (+18% GST) per unlock** request up to the last date for the same.

Step-3: Candidates will receive confirmation E-mail/ message at registered E-mail / Mobile number after successful submission of Application cum Registration form and College Choice form.

Step-4: Candidates must take Printouts/ Hardcopy only after final submission of online application form and college choice form.

Note: -The hardcopy of application form is not required to send/ submit to the LEEP-2026 office. Duplicate/Multiple Registrations are not permitted in LEEP-2026. Candidates are advised to visit the LEEP-2026 web portal regularly for latest information.

8. PROCEDURE FOR ONLINE REPORTING:

For candidate's convenience, Online Reporting has been conducted for LEEP-2026. **All the candidates are advised to observe the admission schedule carefully and make sure to adhere to this time line, as failing this may lead to cancelation.** To secure the seat at the allotted institute or subsequent upward movement candidates are required to report online and have to deposit "***seat acceptance fee*" of ₹ 10,000/-**through LEEP-2026 portal.

A. For Students:

(i) Steps to be followed for online reporting for first time allotment by the candidates:

1. A candidate can view his/her allotted college-seat by clicking "*Allotment and reporting*" link available in candidate panel on LEEP portal.
2. Then candidate has to login to his/her LEEP account. After login, candidate will download the appropriate allotment letter through "*download the allotment letter"* button**.**
3. Thereafter student will initiate **online reporting process** through "*online reporting" button* (enabled only for the allotted candidates).
4. Here, candidate will pay the seat acceptance fees of 10,000 against the allotted college through "*Pay Seat Acceptance Fee"* button.
5. Candidate can check his/her payment transaction status anytime through "*Check transaction status"* button and download the receipt for further procedure.
6. Candidates can view the documents (uploaded at time of registration process).
7. In next step candidates can update the documents displayed in step 6 above (if required). It is mandatory to upload the **Seat Acceptance Fee receipt, Allotment letter** and signed **Document Check List** for reporting. *Document Check List format is available on home page of portal.*
8. After then click the "*Submit*" button to request **for online reporting**. Candidate's **successful reporting** is subject to **verification by the allotted institute**.
9. After successful reporting, candidate can view/check his/her reporting status anytime under '*Current reporting status'* heading. In this button five status will be displayed for the candidate by the reporting institute.

- ***Pending*:** Reporting verification process still under process.
- ***Reported*:** Candidate has been considered as successfully reported. It is subjected to successful deposition of seat acceptance fees, uploaded required documents and there are no objections from institute side.

  If a candidate's category changes from General to a Reserved category, or if there is an upward revision in merit data, **no correction so ever in merit/ rank will be considered** however the candidate will still be treated as **reported** in the current allotment**.**
- ***Conditionally Reported*:** Candidate has successfully deposited **Seat Acceptance Fee** and issues/queries* remain unresolved within the stipulated time.
- ***Specially Conditional Reported*:** A candidate who has successfully deposited the Seat Acceptance Fee but has a change in category from reserved category to general category or/and downward change in merit will not be considered for the current allotment.

  However, such a candidate will automatically be eligible for movement in subsequent allotment rounds, with revised merit rank, incorporating changes in merit/ category accordingly.
- ***Cancelled*:** Candidate is not eligible out rightly as per booklet. In that case his/her candidature is disallowed for LEEP2026 process.

10. Students can generate the tickets to the nodal agency for any query/objection regarding online reporting but **successful reporting** is notified **by the allotted institute only**.

**Note:*

- *Candidate can communicate with college through a personalized online reporting chat window available on online reporting module, to settle down the queries/objection related to documents by the allotted college.*
- *The upward movement of the candidate will be dependent on reporting status. All the candidates who are in the status of reported/conditionally reported will be allowed for the subsequent allotment round if he/she applies for upward movement. There is no need to deposit the Seat Acceptance Fees for online reporting of subsequent upward movements.*
- *Candidates who are allotted seats in TFWS round as well as in Rajasthan/ KM/ Exs/PwD round can report to multiple counseling rounds separately and have to deposit separate seat acceptance fees for separate counseling rounds. However, this amount will be adjusted against college fee of finally reported institution.*
- *All cancelled seats will be considered as vacant seats and these seats will be included for subsequent remaining rounds (if any) of admission.*

(ii) Steps to be followed for online reporting for <u>subsequent/upward allotments</u> by the candidates:

Upward movement refers to the **allotment of a seat in a subsequent round that is higher in the candidate's preference (choice list) than the seat currently allotted**, based on merit and availability.

The upward movement of the candidate will be dependent on reporting status. All the candidates who are in the status of **reported/conditionally** reported will be allowed for the subsequent allotment round if he/she applies for upward movement.

All the candidates who are in the status of **Specially Conditional Reported** will be automatically eligible for subsequent allotment rounds.

In case of **upward movement allotment**, if a candidate is allotted a new seat based on their higher preference (choice list), the **previously allotted seat/choice shall be automatically cancelled**, and the candidate will have no claim on the earlier seat.

1. A candidate can view his/her allotted college-seat by login to his/her personal account on LEEP portal.
2. After login to portal, candidate will download the allotment letter through "*download the allotment letter"* button**.**
3. There after student will initiate **online reporting process** through "*online reporting"* button (enabled only for the allotted candidates).
4. candidates can update the documents if required. It is also mandatory to upload the **Seat Acceptance Fee receipt (downloaded as above in reference of point no A (i) 4-5) and Allotment letter (upward)** for reporting in this round. *Document Check List format is available on home page of portal.*
5. After then click the "*Submit*" button to request **for online reporting**. Candidate's **successful reporting** is subject to **verification by the allotted institute**.

Further steps are same as point no A (i) 9-10 mentioned above.

Note: Online reporting for seat acceptance is mandatory at each allotment but Seat Acceptance Fee will be deposited only for first main allotment (Separately for TFWS and main allotment)

B. For Colleges:

1. College/Institute has to verify candidate's document in online mode. For this Institute has to login with its account credentials on LEEP portal.
2. College can observe the list of **allotted candidates** (branch wise) with all the details and required documents (also in excel sheet).
3. For document verification process, college can download the all uploaded documents of the **reported candidates**.
4. All the required documents of the candidate should be checked and verified by the college authorities.
5. If there is any query/objection related to the documents then college will initiate the conversation with candidate through personalized "*online reporting chat window".* All the queries must be rectified within the stipulated timeline.
6. If all documents are correct and verified successfully without any pending queries then college will update the reporting status as '**Reported**'.
7. If any query remains unresolved within the stipulated timeline then college will update the status of candidate as '**Conditional Reported**' with a genuine remark.
8. If there is change in category from reserved category to general category or/and downward change in merit will not be considered for the current allotment and in this case college will

update the reporting status as '**Specially Conditional Reported**'.

9. If candidate is not eligible out rightly as per booklet in that case college will update the status as '**Cancelled'** and his/her candidature will be cancelled.
10. Institute can download the summarized report of candidates after the particular round.

Note: -

- *It is mandatory that college will update the reporting status of all the candidates within the stipulated timeline**; otherwise status of the reporting will be marked as 'Conditional Reported' by default and college will be responsible for any legal consequences**.*
- *In case of conditional reporting or cancellation, institute has to specify the reason for the same.*

C. Physical verification of documents:

1. After completion of counseling process, online reported candidates need to verify their original documents in person at the finally reported institute as per the schedule time line.
2. Without physical verification of documents by the candidates in person his/her admission will be considered as 'cancelled'.

9. VALIDITY OF ADMISSION: -

Admission of the candidate will be provisional till the eligibility/enrollment certificate is issued by the concerned University.

For the reasons to be recorded in writing, if the Convenor, LEEP-2026 suspects that a particular candidate has obtained a certificate by mis-representing or concealing the material facts, the matter will be referred to the competent authority for necessary action. On receipt of the report, the Chairperson, SLCforLEEP-2026 would take the final decision regarding the admission of the candidate. His / Her admission will be treated as provisional during this period. The decision of the Chairman, SLC for LEEP-2026 would be final and binding to the college/candidate.

Permission to participate in LEEP-2026 counseling shall not guarantee for fulfilling eligibility criteria for admission and only the eligible candidates will be considered for counseling and sub sequent admissions per norms.

10. DEPOSITION OF INSTITUTE'S FEES AND ORIGINAL DOCUMENTS AT FINALLY ALLOTTED INSTITUTE:

At the time of final reporting in the allotted institute, the **candidates in person** will have to show all original documents, certificates and receipt of registration cum application form fee along with provisional seat allotment letter generated by

LEEP-2026 web portal. The candidate is also required to deposit a self-attested copy of all the documents. The institute admission authority of the allotted institute would thoroughly check the documents and other required certificates with the originals. The designated admission authority of the allotted institute would make arrangements for the **online physical reporting** of the candidate at the institute.

The candidate has to pay an installment of college fee (as per the decisions taken by State Level Fees Committee) at the time of Physical Reporting at the finally allotted institute.

11. DOCUMENTS TO BE CARRIED AT THE TIME OF PHYSICAL REPORTING TO THE FINALLY ALLOTTED INSTITUTE

Candidates shall carry the following documents at the time of Physical reporting to the finally allotted institute:

1. Printout of provisional Final seat allotment letter taken from the LEEP-2026 web portal using their login details. Candidate should paste their recent color photographs on the **Application cum Registration form** with one additional colored photograph with them.
2. Aadhar Card/ Aadhar Acknowledgement Receipt if available.
3. Class X (High School) Board Mark sheet
4. Diploma/B.Sc./ equivalent Vocational or Technical program /B.E./B.Tech. Marks sheets (All Semesters/Years).
5. Certificate of category (SC/ST/OBC/MBC/EWS/TSP), issued by the competent authority (if applicable).
    - In case of OBC, certificate should not be issued more than one year before the start date of registration. Grace period of certificate is admissible (which is two years)
    - Under taking by OBC/MBC in required format (for non- creamy layer), (in case of grace period).
    - For the EWS category, certificate should be issued either of the year 2026-27 or year 2025-26 or year 2024-25. An under taking is required in the required format by the candidate In case of non-availability of certificate issued for the year 2026-2027.
6. Certificate for Persons with Specially abled (PwD),(if applicable).

    Candidates with Specially abled (PwD) who wish to apply must personally appear at the National Career Service centre for Differently abled (NCSC DA), a Central Government office, at 4-SA-23, Sector 4, Jawahar Nagar, Jaipur, Rajasthan 302004; to have their disability verified. Candidates will be eligible for admission only in the branch for which they are deemed eligible by the NCSC DA, Jaipur, and they must upload the certificate issued by the NCSC DA, Jaipur to their application form.
7. Certificate for Ex-Servicemen, (if applicable).
8. Domicile certificate of (if applicable)

9. Income Certificate (Financial year 2025-26) in the prescribed format of the State Government (if applicable) (**Annexure 11.1)**
10. Medical Fitness Certificate. (**Annexure 11.2)**
11. Fee to be deposited at the Institute

All the candidates are required to deposit all their original documents at the last/final reporting institute, failing which their admission would be deemed, cancelled without any notice/intimation and their seat would be treated as vacant.
The original documents will be returned by the respective College/institute after the enrolment by the concerned University.

Note: A candidate must meet all academic eligibility requirements on or before the eligibility cut-off date, which is the last date of physical reporting to the finally allotted institute.

12. WITHDRAWAL OF ADMISSION: -

1. If a candidate wishes to withdraw his/her admission, **prior to physical reporting**, he/she has to upload a form in the prescribed format for cancellation through LEEP portal.
2. If a candidate withdraws his/her admission on or before the ***last date of seat cancellation with full fee refund*** as specified in AICTE academic calendar he/she will get the refund from the allotted institute as per AICTE guidelines.
3. If any candidate's candidature is rejected during online reporting or physical reporting, he/she will be considered withdrawn without any formal application process.
4. Candidates who fails to report physically, within the stipulated time shall be treated as withdrawn, in accordance with the provisions mentioned in Point No. 3.

! Important **The seat acceptance fee will be refunded by default to the source bank account, from which fee was deposited earlier**. **A prescribed amount as per rules will be deducted as processing charge.**

13. REFUND OF FEE: -

This would be in accordance to the AICTE guidelines in the Annual Process Handbook for the session 2024-27 and any subsequent amendments made thereon.

Candidate has to apply online through LEEP portal or appear in person at the institute for the withdrawal of admission and in case of withdrawal at institute level will take necessary withdrawal slip duly signed and sealed by principal/nodal officer of the respective institute.

Payment Refund and Cancellation Policy for Centralized Admission Process

- Once the registration number is issued to the candidate and registration is done by the college the registration fee deposited will neither be refunded nor transferred/adjusted against any other counseling mode in future. In this case (as the registration service is

availed) no chargeback will be allowed.

- If registration fee transaction is completed successfully but due to technical glitch of submission of registration form failure occurs, then registration fee may be refunded in such cases after claiming.
- If the admission is granted, the amount deposited by the candidate at the reporting institute in lieu of the fee would be returned/ refunded back by the institute as per the guidelines of AICTE, New Delhi, if the candidate wishes to withdraw his/her admission.
- If a candidate withdraws his/her admission, he/she will get the refund from the nodal agency for the **Seat Acceptance Fees** and from the allotted institute for the **fee deposit** there in, as per AICTE guidelines in view of Admission Withdrawal date according to AICTE.
- If a **specially conditionally reported candidate** does not receive any seat in a subsequent allotment rounds, he/she shall be **treated as rejected**. Even in case of rejection of the candidature during the centralized admission process at any stage, will be considered as full fee refund (deducting the applicable processing fee)

14. INTERNAL SLIDING

If a candidate wishes to change his/her branch within the allotted institute, he/she may apply for Internal Sliding in the allotted institute as per the declared LEEP 2026 schedule. The list of candidates who wish to participate in Internal Sliding will be displayed at the respective institute. Internal Sliding will be carried out by the respective institutes in accordance with the LEEP-2026 rules for Internal Sliding.

Guidelines/Rules for internal sliding LEEP-2026 (II Year B.E./ B.Tech.)

1. The candidate who wishes to participate in the process of internal sliding should apply in their respective allotted college.
2. Participants have to submit an option form of branches within the Institute in the order of preference.
3. The participants for internal sliding process shall be considered in the order of their choice in the separately filled option form of branch within the admitted institute (by giving the choices in the option form in the order of preference within the Institute).
4. Internal sliding will be based on LEEP 2026 main merit of eligible candidates and strictly in accordance with the rules prescribed in this booklet for eligibility and priority.
5. First of all, inter branch internal sliding for TFWS is to be carried out within all the TFWS reported candidates. Thereafter, vacant TFWS seats will be offered to eligible candidates within the same branch. After that, all the remaining TFWS vacant seats will be considered as per point no. 7.

6. Students who have taken admission under KM are also eligible to participate in inter branch Internal Sliding for the seats in KM Quota.

7. Finally, the Internal sliding will be carried out considering General category, reservation categories (EWS, OBC, MBC, SC, ST, TSP) and TFWS on the corresponding category vacancies for all the rest applied candidates.

15. COMMENCEMENT OF SESSION: -

The official date for the start of session in all related institutions will be as per AICTE's latest calendar (15.1).

Convenor

In case of any legal dispute, the jurisdiction will be limited to the Jaipur Courts only (Lower and District court) and High Court, Rajasthan. It will not be subject to any other court (Except Supreme Court) outside Jaipur.

Annexure1.1

VII	Hotel Management and Catering Technology	4 years	Passed 10+2 examination Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the qualifying Examination. OR Passed D.Voc. Stream in the same or allied sector.	4.0
VIII	Engineering and Technology (Lateral Entry to Second year)	3 years	Passed Minimum THREE years / TWO years (Lateral Entry) Diploma examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) in ANY branch of Engineering and Technology. OR Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% marks in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject. OR Passed B.Voc/3-year D.Voc. Stream in the same or allied sector. (The Universities will offer suitable bridge courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme) Refer Annexure-8	4.5
IX	Engineering and Technology (LateralEntry to Third year)#	2 years	UG Diploma in Engg.	5.0
X	Engineering and Technology (Lateral Entry to Final year)#	1 year	B.Voc. in relevant discipline	5.5
XI	All Programmes Other than Engineering and Technology/ Planning/ Design	Lateral Entry to Second year	Passed Minimum 3-years / 2-years (Lateral Entry) Diploma examination in a Programme with at least 45% marks (40%marks in case of candidates belonging to reserved category) in appropriate Programme.	4.5

Annexure 6.1

SCHEDULE OF COUNSELING ACTIVITIES/EVENTS FOR THE B.E./ B. TECH. (LATERAL ENTRY

S. No.	Activity	Date
	University and Institute Registration	**From 15/07/2026 to 15/09/2026**
1.	Start of seat matrix format downloading for universities	
2.	Last day of uploading institute list and respective seat matrixes by universities	
3.	Start of online registration for college/institute	
4.	Last date for online college/institute registration	
	Candidates Registration	
5.	Commencement of filling online application cum registration forms and college choice form by candidates	
6.	Last date for deposition of application cum registration fee(online)	
7.	Last date for submitting online application cum registration form	
	Merit Declaration of Candidates	
8.	Declaration of tentative merit list of all candidates in each category	
9.	Last day to send online objection for tentative merit list by Candidates	
10.	Declaration of final merit list of all candidates	
	Choice locking by Candidates	
11.	Last date to fill and lock the choices by candidates	
	Round 1st (Ex. Serviceman, PWD, KM candidates only)	
12.	Seat Allotment	
13.	Last Date of reporting	
	Round 2nd (Ex. Serviceman, PWD, KM candidates only)	
14.	Last date to apply for Upward movement	
15.	Seat Allotment of upward movement	
16.	Last Date of reporting of upward movement	
	Round 3rd (Rajasthan State Candidates and TFWS allotment)	
17.	Seat Allotment	
18.	Last Date of reporting	
	Round 4th (Rajasthan State Candidates and TFWS allotment)	
19.	Last date to apply for Upward movement	
20.	Seat Allotment upward	
21.	Last Date of reporting upward	
	Round 5th(Institute level admissions)	
22.	Date for Admissions at institute level	

Annexure 11.1

परिशिष्ठ – IX (a)

आय का घोषणा – पत्र

आवेदन सम्बन्धी आवश्यक सूचना (वैकल्पिक बिन्दु √ को से चयन करें)

नवीनतम फोटो चिपकायें

01. प्रार्थी का नाम :
02. पिता का नाम :
03. निवास स्थान का पूर्ण पता :–
    (क) वर्तमान पता :
    (ख) स्थाई पता :
04. गांव / शहर तहसील
05. जन्म दिनांक जन्म स्थान उम्र
06. लिंग पुरूष महिला वैवाहिक स्थिति विवाहित अविवाहित
07. धर्म (आवेदक) जाति उपजाति
08. क्या आप / आपका परिवार राजस्थान के मूल निवासी हैं ? हाँ नहीं
09. क्या आप आयकर दाता हैं ? हाँ नहीं
10. मोबाईल नम्बर
11. पेन कार्ड होने की दशा में पेन कार्ड नम्बर .....एवं आयकर विभाग की रिटर्न की अद्यतन प्रति संलग्न करें।
12. टिन नम्बर होने की दशा में टिन नम्बर ..... एवं वाणिज्य कर विभाग की रिटर्न की अद्यतन प्रति संलग्न करें।
13. परिवार के सदस्य व उनकी वार्षिक आय का विवरण :–

क्र. स.	सदस्य का नाम	उम्र	मुखिया से सम्बन्ध	आय/व्यवसाय व उसकी प्रकृति	वार्षिक आय (रूपये)

अन्य स्त्रोत से आय (यथा मकान किराया, ब्याज, पेंशन, शेयर, म्यूचुअल फण्ड) .....

14. उक्त तथ्यों के सत्यापन स्वरूप दो उत्तदायी व्यक्तियों की साक्ष्य प्रमाण पत्र एवं स्वयं का शपथ पत्र संलग्न करें।

मैं तस्दीक करता/करती हूँ कि उपरोक्त विवरण मेरी जानकारी एवं विश्वास के अनुसार सही हैं ।

दिनांक : .....

स्थान : ..... प्रार्थी के हस्ताक्षर

परिशिष्ठ – IX (b)

शपथ पत्र

नवीनतम फोटो चिपकायें

मैं.....पुत्र/पुत्री/पत्नी श्री .....

उम्र..... वर्ष, निवासी .....तहसील .....जिला .....

राज्य ..... शपथ पूर्वक निम्न बयान करता /करती हूं कि –

01. यह है कि मुझे व मेरे परिवार की वार्षिक आय (वर्ष .....) के प्रमाण स्वरूप में उद्घोषणा करती है।

02. यह है कि मुझे व मेरे परिवार की वार्षिक आय (वर्ष .....) के तथ्यात्मक जानकारी निम्नानुसार है –

क्र.स.	परिवार के सदस्य का नाम	व्यवसाय	प्रार्थी से सम्बन्ध	वार्षिक आय (रूपये में)
1	2	3	4	5
	योग			

03. यह है कि मेरे परिवार के सदस्यों द्वारा धारित भूमि /व नोशनल शेयर के धारित कुल भूमि का विवरण इस प्रकार है –

गांव का नाम	तहसील	खसरा नम्बर	रकबा	सिंचित/ असिंचित	वार्षिक आय (रूपये में)
1	2	3	4	5	6
	योग				

04. यह है कि मेरे परिवार मे अन्य स्त्रोत से आय निम्न प्रकार है –

क्र.स.	आय के अन्य स्त्रोत (यथा भवन सम्पति किराया, ब्याज,पेंशन, शेयर, म्यूच्यूलफण्ड आदि से आय)	वार्षिक आय (रूपये में)
1	2	3
	समस्त स्त्रोतों से कुल वार्षिक आय (पैरा 02,03,04 का योग)	

05. यह है कि मैं शपथ पूर्वक घोषित करता /करती हूँ कि उपरोक्तानुसार मेरे परिवार की कुल/ समस्त समस्त स्त्रोतों से वार्षिक आय ..... रूपये अक्षरे .... रूपये हैं।
06. यह है कि मैं शपथ पूर्वक घोषित करता /करती हूँ कि मेरे परिवार के किसी सदस्य ने विगत में उक्त अंकित वार्षिक आय से भिन्न आय किसी प्रयोजनार्थ नहीं दर्शायी है तथा नही इस बाबत् कोई आय प्रमाण पत्र प्राप्त किया है।
07. यह है कि मैं शपथ पूर्वक घोषित करता /करती हूँ कि यह तथ्य मेरी जानकारी में है कि इस शपथ पत्र में अंकित तथ्य एवं शपथ पूर्वक उद्घोषित वार्षिक आय का गलत अथवा मिथ्या होना भारतीय दण्ड संहिता के अन्तर्गत दण्डनीय अपराध है।

हस्ताक्षर शपथग्रहिता

सत्यापन

मैं शपथ पूर्वक घोषणा करता/करती हूँ कि शपथ पत्र की चरण संख्या 1 से 7 मेरी निजी जानकारी से लिखाया गया है जो सही है ! इसमें कोई तथ्य नहीं छुपाया गया है और न ही असत्य लिखा है । ईश्वर साक्षी है।

हस्ताक्षर शपथग्रहिता

हस्ताक्षर पहचानकर्ता

1. .....
2. .....

(नाम, पता, स्थान व दिनांक सहित)

प्रमाणीकरण

उपरोक्त शपथकर्ता नाम ..... पिता का नाम ..... . जाति .....उम्र ..... वर्ष , निवासी ..... ने मेरे समक्ष उपस्थित होकर शपथपूर्वक उक्तानुसार अभिकथन किया है जिसे प्रमाणीकृत किया जाता है। प्रार्थी की पहचान ..... के द्वारा की गई है।

स्थान : .....

दिनांक : .....

हस्ताक्षर

प्रमाणीकरण अधिकारी (कार्यपालक मजिस्ट्रेट/नोटेरीपब्लिक)

का नाम व पद मय सील

परिशिष्ठ – IX (c)

उत्तरदायी व्यक्तियों के साक्ष्य प्रमाण पत्र

(i) गवाह *

मैं..... पुत्र/पुत्री श्री .....

निवासी .....

विभाग का नाम ..... पद.....

. पर कार्यरत हूं एवं शपथ पूर्वक बयान करता हूँ कि

प्रार्थी /प्रार्थीया ..... पुत्र/पुत्री श्री .....

..... निवासी .....

..... को भली प्रकार जानता हूँ इनकी वार्षिक आय ..... रूपये है, इसके अलावा प्रार्थी के पास आय का कोई अन्य स्त्रोत नहीं है।

हस्ताक्षर/उत्तरदायी गवाह

नाम ..... दिनांक .....

(ii) गवाह *

मैं..... पुत्र/पुत्री श्री .....

निवासी .....

विभाग का नाम ..... पद.....

पर कार्यरत हूं एवं शपथ पूर्वक बयान करता हूँ कि

प्रार्थी /प्रार्थीया ..... पुत्र/पुत्री श्री .....

..... निवासी .....

..... को भली प्रकार जानता हूँ इनकी वार्षिक आय ..... रूपये है, इसके अलावा प्रार्थी के पास आय का कोई अन्य स्त्रोत नहीं है।

हस्ताक्षर/उत्तरदायी गवाह

नाम ..... दिनांक .....

नोटः– आवदेक की नवीनतम फोटो जिसे आवेदन पत्र में दिये गये स्थान पर चिपकाऐं (स्टेपल नही करना है) तथा उसे अभिशंषा करने वाले उत्तरदायी व्यक्ति से सत्यापित करावें।

* उत्तरदायी व्यक्ति यथा – ससंद सदस्य/विधानसभा सदस्य/राजपत्रित अधिकारी/ जिला प्रमुख/प्रधान/ प्रधान जिला परिषद सदस्य/ग्राम सेवक/पटवारी/ महापौर/नगर निगम सदस्य/नगर पालिका सदस्य/ स्कूल के हेडमास्टर/ सम्बन्धित पी.एच.सी./ सी.एच.सी. के चिकित्सक/ बी.डी.ओ./ सहायक अभियन्ता।

Annexure 4.1

Undertaking for Achievements in Sports

I,_____ (name), son/daughter of Shri_____ (father's name), born on _____of _____ _____ (address) hereby solemnly declare and affirm as under:-

1. That as Sportsmen/ Sportswomen in _____(name of discipline), I have represented the team(s) in the competition(s) on date(s) and also of named position(s) as indicated in the table below:-

Sr No.	Name of Sports	Team Represented	Name of the Competition & year	Venue/ Date	Position Secured
1.					
2.					
3.					

2. That the certificate(s) mentioned above as produced by me in support of the above are authentic.
3. Understand that in case the information/ documents supplied by me are found to be false, incorrect or forged, my admission will stand cancelled and I shall be liable for criminal action.

(Signature of the candidate)

(Annexure 11.2)

Lateral Entry in Non-Engineering Admission Program –2026

FORM OF MEDICAL FITNESS CERTIFICATE

(To be produced at the time of reporting in the allotted institute)
(Kindly issue this certificate **only when the candidate is fits** according to the standards given below)

I/Dr._____(Name & Designation) Posted

In_____(Name of Hospital & Place) certify that I have carefully examined_____(Name of Candidate) S/o./D/o. Shri_____whose photograph attested by me is affixed-here with. As a result of his/her medical examination, I have discovered nothing that may disqualify him/her from admission to a under graduate degree courses in Engineering Institutions of Rajasthan according to the standards of medical fitness prescribed below. I have to further report that:

He/ She has no disease or mental or bodily infirmity making him/her unfit or likely to make him/her unfit in the near future for active outdoor duty, as an Engineer.

Marks of identification

Hence the candidate is fit as per standards given below for admission to Engineering Institutions in Rajasthan.

Signature of Candidate

Photograph of candidate duly attested by the Medical Officer

Signature of Medical Officer Seal of

Designation and Hospital

Dated:

Photograph must he attested by the Medical Officer

Medical fitness Standards:

The candidates must subscribe to medical standard laid down below:

1. Height: Not less than 1.5 m for male candidate and not less than 1.4 m for female candidates.
2. Weight: Not less than 41 Kg. Approx. for male candidate and 37 Kg. Approx for female candidates.
3. Chest Measurement: Not less than 69 cm with satisfactory limits of expansion and contraction (for Male candidates only)
4. Heart & Lungs: No abnormality.
5. Hernia, Hydrocele, Piles etc.:- Presence of any of these will be a temporary disqualification to be rectifiedbefore joining the courses of study.
6. Vision: Normal, where defective, it must be corrected to 6/9 in the better eye and 6/12 in the worse eye. Eyes should be free from continental and other diseases. In case of admission to Mining Engineering course, the candidates must be free from color blindness (Inability to distinguish between principal color) also.
7. Hearing: Normal. Where defective, it must be corrected.
8. Speech: Normal

LATERAL ENTRY IN ENGINEERING PROGRAME 2026
UPLOADED DOCUMENT CHECKLIST FOR REPORTING

S. No	Name of the Document	Document uploaded status (Yes/No/Not Applicable)
1.	LEEP-2026 Seat Allotment Letter	
2.	LEEP-2026 Application-cum-Registration Form	
3.	Class 10 (Secondary) Marksheet	
4.	Class 12 (Senior Secondary) Marksheet (if applicable)	
5.	Diploma/B.Sc./B.Voc./D Voc. marksheets	
6.	Domicile Certificate (For Rajasthan, Ex. Servicemen dependent and PwD candidates)	
7.	EWS/SC/ST/TSP/OBC (non-creamy layer) / MBC (non-creamy layer) / PwD/EXS/KM Certificate (if applicable)	
8.	LEEP-2026 Medical Fitness Certificate	
9.	Parents Income Certificate(if applicable)	
10	Others	

I hereby solemnly declare and affirm that I fulfill the eligibility criteria for admission to second year B.E./ B.Tech/ B.Plan program as specified in the LEEP-2026 Information Booklet. In case any discrepancy found, the convener LEEP fully reserves the right to cancel my admission.

Date: **Signature of Parents/Guardian** **Signature of the Student**

For more detail contact at:

Convenor,

Centre for Electronic Governance,

Website:www.cegrajasthan.in

ContactNo.:9462015808,9462015080